

**PHASED ARRAY RADAR JOINT ACTION GROUP**  
**COMMITTEE FOR COOPERATIVE RESEARCH (CCR)**

PAR JAG MEMORANDUM 05-1

Feb 2, 2005

MEMORANDUM FOR:                   PAR JAG Members

FROM:                               Robert J. Rizza  
  Executive Secretary

SUBJECT:                           Draft Record of Actions for Meeting 04-1

I have prepared for your review the attached draft Record of Actions for the PAR JAG Meeting 04-1 held on Dec 7, 2004. If you have any changes or additions, please call or send them to me as soon as possible. My telephone number is (301) 427-2002 and my e-mail address is [robert.rizza@noaa.gov](mailto:robert.rizza@noaa.gov).

Attachment: TOR

cc:  
PAR JAG Mailing List  
OFCM Staff

**PHASED ARRAY RADAR JOINT ACTION GROUP**  
**COMMITTEE FOR COOPERATIVE RESEARCH (CCR)**

Record of Actions Meeting 04-1

Dec 7, 2004

Office of the Federal Coordinator for Meteorology  
Large Conference Room

Lt. Col. Robert J. Rizza, Executive Secretary

**CSW MEMBERS**

DOC	-	Dr. James (Jeff) Kimpel, Co-Chairperson
	-	Dr. Daniel Melendez
DOD	-	Col. Mark Weadon, USAF, Co-Chairperson
	-	Mr. Robert Freeman, USN
DOE	-	Mr. Ricky Petty
DHS	-	Dr. Jerry Allwine
DOT	-	Mr. Paul Pisano, FHWA
	-	Mr. Ken Leonard, FAA

**OTHER INVITED PARTICIPANTS**

DOD:	-	Mr. William Spaulding, USAF
	-	Mr. David Johnson, USA
	-	Dr. Ronald Ferek, USN
DOC:	-	Mr. Avery Sen, NOAA
	-	Dr. Tim Crum, NOAA
DOT:	-	Mr. Robert Paul, FAA
	-	Mr. Richard Heuwinkel, FAA
	-	Mr. William Benner, FAA
	-	Ms. Magda Batista, FAA
DHS	-	Dr. Bruce Hicks
	-	Mr. John Gambel
NSF:	-	Mr. David J. McLaughlin, CASA
	-	Dr. Stephen Nelson
NASA:	-	Dr. Ramesh Kakar
Academia:	-	Dr. Mark Weber, MIT

1. **OPENING REMARKS.**

Meeting started promptly at 0800 with administrative comments from the executive secretary followed by a welcome and introductions from our co-chairs and “around-the-room” introductions from those in attendance.

2. **RECORD OF ACTIONS.**

**Comments about this Record of Action (04-1) are due by 28 Feb 05. No comment will be considered as an approval.**

3. **MEETING DISCUSSION TOPICS:**

A. The morning and part of the early afternoon was taken up by five extremely informative briefings that were presented to the group. These briefings can be found on the website referenced within the draft TOR.

The PARP co-chairs established a target dates to complete the work of the JAG as the end of the fiscal year

B. Several action items were established during the afternoon session.

a. Action item 04-1.1: Executive Secretary. Update the current PARP/JAG roster. Changes are attached, shown in blue, and include: (1) Changing status of Dr Nelson (NSF) from “M” to “O”; (2) changing status of Mr. Spaulding (AFWA) from “CC” to “SME”; (3) adding to the “CC” list, Mr. Leonard\*, Ms Batista, and Mr Heimmer; (4) adding as “Observers”, Mr Sen and Dr Gerlach; (5) adding as an “Alternate” FAA member, Mr. Paul.

\* note: Mr. Ken Leonard may replace Mr. Rick Heuwinkel as the FAA member.

Status: open

b. Action item 04-1.2: Executive Secretary. Update the draft TOR to incorporate changes requested by the JAG. Changes are attached. Revisions include: (1) Deleting the reference list in the TOR in favor of a single reference to the PARP website. This will allow for easier updates of references – should they change or additions are required; (2) Deleting the word “weather” in the references Phased Array Weather Radar Project. This allows the stakeholder population to include potential non-weather phased array radar users. (3) Other minor changes to paragraphs 2, 3 and 4.

Status: open

c. Action item 04-1.3: Mr. Ken Leonard. Determine whether or not FAA would like to change their PARP JAG member from Mr. Heuwinkel to Mr. Leonard.

Status: open

d. Action item 04-1.4: Co-chairs and executive secretary. Provide a draft PARP needs, benefits, constraints questionnaire and associated guidance to the JAG members for comment by 1 Jan 05.

Status: open

e. Action item 04-1.5: JAG members. Provide comment on draft questionnaire and guidance by 10 Jan 05.

Status: open

f. Action item 04-1.6: Co-chairs and executive secretary. Coordinate and integrate comments into final version of questionnaire and guidance and sent to stakeholder agencies for action by 15 Jan 05.

Status: open

g. Action item 04-1.7: JAG members. Return questionnaires with comprehensive responses back to co-chairs by 28 Feb 05.

Status: open

h. Co-chairs and executive secretary. Consolidate inputs from JAG members and prepare for presentation at the next scheduled PARP JAG meeting, tentatively scheduled for 15 Mar 05.

Status: open

4. **NEXT MEETING.**

Tentatively scheduled for 15 Mar 05.